

**U.S. Birth Document Reference Guide  
(May 1, 2019)**

**Purpose:**

To provide guidelines to be followed when determining whether a birth document issued by a U.S. state, jurisdiction (borough, city, county, town), or territory should be accepted.

If, after consulting this guide, you are still unable to determine whether a customer's birth document is acceptable, forward to Identification Review.

**NOT ACCEPTABLE:**

- ◆ Plastic credit card style "Birth Registration Cards" with punched/raised letters and numbers, issued by another state. (Virginia Birth Registration Cards are acceptable.)
- ◆ "Notification of Birth Registration" - Any style (plastic or paper) document
- ◆ Foreign Birth Certificates
- ◆ Photocopies of any birth document
- ◆ Puerto Rico birth certificates issued before July 1, 2010
- ◆ Marshall Islands, Micronesia, or Palau birth documents (These are not U.S. territories)

**FORWARD TO IDENTIFICATION REVIEW:**

- ◆ Any otherwise unacceptable birth document (e.g. birth registration cards or Notifications of Birth Registration) submitted by an elderly applicant born in the United States (state, jurisdiction, or territory).
- ◆ All documents presented by elderly applicants who state that they cannot present an acceptable birth document and who indicate that they were born in the United States. These customers may not be able to present an acceptable birth document because they were born before their state of birth began recording births. They may, however, be able to present alternate evidence of their place of birth. Examples of documents these customers may present include census records, military documents, or early medical records.
- ◆ Panama Canal Zone Birth Records with the U.S. Birth Record of at least one parent. Birth of applicant must have taken place prior to September 30, 1979.
- ◆ >>Virginia Certificate of Foreign Birth with disclaimer indicating that the document is not evidence of U.S. citizenship
- ◆ >>Certificate of Foreign Birth issued by another U.S. state, jurisdiction (borough, city, county, town, etc.), or territory
  - >>Please include one parent's U. S. citizenship document

**U.S. State and Jurisdiction Birth Documents:**

| Document Title   | Document Details   | Document Acceptability |
|--|--|------------------------|
| Birth Abstract<br>Birth Card Certification<br>Birth Certification<br>Birth Registration<br>Birth Registration Notice<br>Certificate of Birth<br>Certification of Birth<br>Certificate of Live Birth<br>Certification of Birth Record<br>Certificate of Birth Registration<br>Certification of Birth Registration<br>Certification of Vital Record<br>Certified Abstract of Birth<br>Certified Birth Registration<br>Certified Copy of Record of Birth<br>Certified Transcript of Birth<br>Copy of a Record of Birth<br>Memorandum of Birth<br>Record of Birth<br>Register of Birth | Secure (Intaglio banknote) paper – Seal and signature usually part of paper  | Yes                    |
|  | White paper – with a raised seal, stamp, or original signature   | Yes                    |
|  | White paper without a raised seal, stamp, or original signature  | No                     |
|  | Black background with white lettering (from microfilm) with a raised seal, or stamp                                    | Yes                    |
|  | Black background with white lettering (from microfilm) without raised seal, or stamp                                   | No                     |
|  | Card / Wallet Size – printed on secure (Intaglio banknote) Paper or bearing a raised Seal, stamp or original signature | Yes                    |
|  | Card / Wallet Size – Plain Paper without raised Seal, stamp or original signature                                      | No                     |
|  | Secure (intaglio banknote) paper OR with a raised seal or stamp issued by Illinois, Oregon, or Rhode Island.           | Yes                    |
|  | Credit card style issued by Virginia.  | Yes                    |
|  | Credit card style from any other state, jurisdiction (borough, city, county, town,) or territory.                      | No                     |
| Birth Registration Card  |  |                        |

| Document Title  | Document Details  | Document Acceptability |
|---|---|------------------------|
| Commemorative Birth Records   | With a raised seal, stamp or original signature   | Yes                    |
|   | Without a raised seal, stamp or original signature  | No                     |
| Questionable language on any United States birth record               | For example:<br>"This document is not a birth certificate",<br>"Not to be used for legal purposes",<br>"For Government Use Only",<br>"This copy is sent without charge. If the certificate contains any errors, return this copy with the correct information...",<br>"To obtain an official or certified copy of this record contact our VR office",<br>"Not to be used for identification purposes" ,<br>"Not proof of citizenship", etc. | No                     |
| Notification of Birth Registration<br>Notice of Registration of Birth | All (See "Forward to Identity Review – Pg. 1)   | No                     |

**U.S. Territory Birth Documents:**

| <b>U.S. Territory</b>           | <b>Document Title</b>  | <b>Document Acceptability</b> |
|---------------------------------|--|-------------------------------|
| <b>American Samoa</b>           | Any official birth document  | Yes                           |
| <b>Guam</b>                     | Any official birth document  | Yes                           |
| <b>Northern Mariana islands</b> | Any official birth document  | Yes                           |
| <b>Puerto Rico</b>              | "Certificate of Birth" <u>Issued on or after July 1, 2010</u><br><br><b>Important Note:</b><br>Puerto Rico Birth Certificates issued before July 1, 2010 are NOT acceptable. | Yes                           |
| <b>U.S. Virgin Islands</b>      | Any official birth document  | Yes                           |